

Dexter Downtown Development Authority

AUGUST 19, 2021 <> 7:30AM

Virtual Meeting

MINUTES

1. Call to Order: Called to order at 7:30 AM on August 19, 2021 by Chairman Doug Finn.

2. Roll Call

Doug Finn – Attending remotely in the City of Dexter, Michigan

Don Darnell – Absent

Mike Fitzpatrick – Attending remotely in the City of Dexter, Michigan

Carol Jones – Attending remotely in the City of Dexter, Michigan

Shawn Keough – Attending remotely in the City of Dexter, Michigan

Patrick Becker – Absent

Rich Bellas – Attending remotely in the City of Dexter, Michigan

Mike Penn – Attending remotely in the City of Dexter, Michigan

Karen Magdich – Absent

Phil Mekas – Attending remotely in the City of Dexter, Michigan

Fred Schmid – Attending remotely in the Township of Sylvan, Washtenaw County,
Michigan

Randy Willis – Attending remotely from the Village of Arrow Run, Missouri

Also in remote attendance: Michelle Aniol, Community Development Manager.

3. Approval of Minutes from the July 15, 2021 Regular Meeting

Motion Penn; support Bellas to approve the minutes of the Regular Meeting of July 15, 2021 as presented.

Ayes: Bellas, Finn, Fitzpatrick, Jones. Keough, Mekas, Penn and Schmid

Nays: None

Absent: Becker, Darnell and Magdich

No Connection: Willis

Motion carries

4. Approval of Agenda:

Motion Schmid; support Fitzpatrick to approve the agenda as presented.

Ayes: Schmid, Penn, Mekas, Keough, Jones, Fitzpatrick, Finn and Bellas

Nays: None

Absent: Magdich, Darnell and Becker

No Connection: Willis

Motion carries

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

7. Treasurer's Report: *Treasurer Mike Fitzpatrick provided information on the July Treasurer's Report which reflects the June 30, 2021 end of the year information.*

- a. *July Invoices: Two invoices from Spartan Barricades for Main Street Barricades in the total amount of \$618.75; invoice for STC 154 Refund of Personal Property for 2017 and 2018 in the amount of \$848.57; and an invoice for Attorney Fees from Scott Munzel for Power Wellness Management for \$890.00 for a total of invoices in the amount of \$2,357.32.*

Motion Keough; support Penn to pay the total of invoices in the amount of \$2,357.32.

Ayes: Jones, Mekas, Finn, Keough, Penn, Bellas, Fitzpatrick, and Schmid.

Nays: None

Absent: Darnell, Becker and Magdich

No Connection: Willis

Motion carries

- b. *Treasurer's Report –August 2021*

Motion Keough; support Penn to approve the August 2021 DDA Treasurer's Report with a notation to include additional information of the 2015 Taxable Bond in the Treasurer's Report.

Ayes: Finn, Fitzpatrick, Jones, Keough, Bellas, Penn, Mekas and Schmid

Nays: None

Absent: Darnell, Becker and Magdich

No Connection: Willis

Motion carries

- c. *Restricted Fund Request – The City Treasurer has requested the DDA make a commitment of the fund for future bond payments a stand-alone motion, at the start of each fiscal year, as follows: The DDA hereby commits \$100,000 of the DDA's existing fund balance towards the purpose of paying down debt once the 2015 Taxable Bond becomes eligible to be called.*

Motion Willis; support Fitzpatrick that the DDA hereby commits \$100,000 of the DDA's existing fund balance towards the purpose of paying down debt once the 2015 Taxable Bond becomes eligible to be called.

Ayes: Bellas, Finn, Fitzpatrick, Jones, Keough, Mekas, Penn, Schmid and Willis

Nays: none

Absent: Becker, Darnell and Magdich

Motion carries

8. Correspondence / Communications:

a. Letter of Interest – Contour Companies regarding 3045 Broad Street Redevelopment Area

Mayor Keough reported on what has been happening with Norfolk Homes on the 3045 Broad Street site and a meeting with Contour Company recently. The past agreement with Norfolk has expired. Mike Penn who arranged the meeting stated that the DDA has been patient with the 3045 Broad Street Property but now have an opportunity to move forward on this prime piece of property in Dexter and there needs to be something put in place to keep the project moving forward. Chairman Finn agreed for the need to move forward and look at the options for development and use. Discussion followed on the 3045 Broad Street property.

At approximately 8:15 AM, the connections were lost. After members of the DDA Board came back on line and Fred Schmid did not re-join. Mayor Keough temporarily left the meeting at 8:35 AM, but was able to rejoin by telephone.

9. Action Items:

a. Election of Officers

Motion Keough; support Bellas to retain the current slate of officers – Doug Finn, Chairman; Don Darnell, Vice-Chairman; Carol Jones, Secretary; and Mike Fitzpatrick, Treasurer.

Ayes: Penn, Mekas, Keough, Jones, Fitzpatrick, Finn and Bellas

Nays: None

Absent: Willis, Schmid, Magdich, Darnell and Becker

Motion carries

b. Decorative Lighting for the Broad Street Pedestrian Walkway – Consideration of improvements within the Broad Street Pedestrian Walkway to facilitate the installation of decorative overhead lighting.

Motion Keough; support Fitzpatrick to postpone action until the September 16, 2021 meeting to allow for site visits.

Ayes: Jones, Mekas, Finn, Keough, Penn, Bellas and Fitzpatrick

Nays: None

Absent: Darnell, Willis, Becker, Magdich and Schmid

Motion carries

c. Barrier Free Parking Improvements – Consideration of constructing barrier free

parking improvements on Jeffords Street, to improve barrier free access from the public parking spaces in front of the 150 Jeffords building.

Motion Fitzpatrick; support Jones to recommend that City Council use the City's Voluntary Parking Fund to pay for flared ramp barrier free parking, in front of the entrance to the 150 Jeffords building, based on the OHM estimate of \$8,200.00.

Ayes: Finn, Fitzpatrick, Jones, Keough, Bellas, Penn and Mekas

Nays: None

Absent: Darnell, Becker, Magdich, Schmid and Willis

Motion carries

10. Discussion and Updates

- a. 3045 Broad Street Redevelopment Project – Discussion regarding the status of the 3025 Broad Street Redevelopment Project with Norfolk Homes and the next steps for the DDA and City. *(See information Under Correspondence)*

11. Reports:

- a. Mayor– Shawn Keough

Mayor Keough includes his written report per packet and provided the following update:

- *I am proud for the support of City Council and Staff for the new City Office Building.*
- *.*

- b. Staff – Michelle Aniol

Ms. Aniol includes her written report per packet and provided the following updates:

- *I would like to announce the upcoming birth of my twin granddaughters.*
- *Currently there is not an ordinance for a plug in electric vehicle station for a commercial site. There needs to be an update for such an ordinance.*
- *Grandview Commons is requesting an Amendment to the Approved Final PUD Site Plan and an Amendment to the Approved Condominium Documents for Grandview Commons for Building 17, units 75 and 76. These amendment requests could be on the September Planning Commission agenda.*

12. Chairman's Report: *Next meeting – September 16, 2021*

- *I would like to have an action item on 3045 Broad Street at our next meeting.*
- *I will be meeting with Ms. Aniol to update our strategic plan.*

13. Non-Arranged Citizen Participation: *None*

14. Adjournment

Motion Penn; support Bellas to adjourn the meeting at 9:08 AM

Unanimous voice vote approval with Becker, Darnell, Magdich, Willis and Schmid absent.

Respectfully submitted,

Approved for filing: September 16, 2021

Carol J. Jones, Secretary